# Approved For Release 2001/07/16 18-05787AGCO00030049-8 Office Memorandum • UNITED STATES GOVERNMENT

TO

Chief, Operations School

DATE: 5 June 1957

FROM : AO/OS

SUBJECT: Weekly Activity Report #23

A. SIGNIFICANT ITEMS:

None.

#### B. OTHER ITEMS:

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1. FE :

Preliminary discussions were held with members of the OTR Library concerning preparation of material to aid instructors in personal dealings with indigenous trainees. According to returning personnel, there is little information on human relations subjects relating to the various areas native to trainees. An effort will now be made to collect basic data on the local customs, taboos, religious beliefs, native psychology, even eating and living habits, of the peoples in the areas served by the Station. This should result in a collection of information, not found in any formal area studies, which will aid the Station in build-

ing rapport with students.

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The concealment devices kit referred to in WAR #13 and #19 is completed, according to Mr. of TSS. In accordance with his request, Mr. will visit the TSS offices for a demonstration on 6 June, after which the kit will presumably be ready for delivery to the field.

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May and will arrive at Headquarters approximately 1 July.

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#### 2. <u>U. S. ARMY:</u>

After the Overseas Branch received a request from the Army for a copy of OTR's latest Catalog of Courses, we learned that current editions of the document bear the classification: SECRET/CIA OFFICIALS ONLY. Mr. and the OTR Registrar's 25X1A9a

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Office further informed us that, in approximately two months, OTR will issue a new type of catalog, limited in scope and especially designed for release to IAC agencies. This new catalog, however, would not appear sufficiently comprehensive to satisfy the Army request. With the concurrence of DDTR, the Army request was sent to OTR/PPS, where Mr. framed a suitable reply.

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3. WE

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Mr. Chief/WE/ planning to visit on temporary duty to consult with personnel on matters of reporting, has expressed interest in obtaining copies of the Reporting chapter from the Guide to Instruction in Basic Tradecraft. He wishes to have this chapter cleared , and will formalize his request to OTR after checking with the Mr. also stated that he would like to visit the Overseas Branch in the near future to look over existing training material on Reporting.

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#### TRAINING MATERIAL IN PREPARATION:

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a. Observations on Indigenous Training Programs: Mr. s paper on this subject (see WAR #21, page 5) has now been edited and sanitized in the Overseas Branch and is being typed on ditto masters, together with a similar paper by Mr. Clark Both papers are to appear in a single booklet for the information of all agency personnel concerned with indigenous service training programs.

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Surveillance Course: A series of five lectures and a written test on surveillance (see WAR #19, page 5), as presented by CIA personnel to an element of the in 1956, has now been sanitized and edited in the Overseas Branch. It is at present being typed on ditto masters for eventual distribution in accordance with the recommendations of Mr. William , FI Staff, who requested the item to satisfy a pressing need.

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#### 5. TRAINING MATERIALS FORWARDED:

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)	25X1A8a	a.	SR sees Five copies of the Guide to Instruction in Basic Tradecraft were sent to Mr. sees for retention Two other copies were cleared	25X1A9a
	25X1A6a		for transmittal to Mr. and an SR contract agent	25X1A9a
	25X1A8a 25X1A9a 25X1X7	ъ.	Forty-one unclassified training items relating to Communism were cleared and sent to Mr. for transmittal to the in connection with their Communist Party Course.	25X1X7
		c.	Divisional Training Officers: One copy of the Guide to Instruction in Basic Tradecraft was sent to each of the DDP divisional TRO's, along with a memorandum explaining the intended use of the Guide and instructions on how to obtain copies for interested desks.	
		đ.	WH/Personnel: Two copies of the Guide to Instruction in Basic Tradecraft were sent to Mr. for use at Headquarters.	25X1A9a
	25X1A8a	e.	THE CONTRACT OF THE CONTRACT O	
	25X1A9a		in Basic Tradecraft were cleared and sent to Mr. John for transmittal to the field personnel.	25X1A2d1
	25X1A8a	f.	Five copies of the Guide to Instruc-	
	25X1A9a		tion in Basic Tradecraft were cleared and sent to Mr. for transmittal Of these,	25X1A6a
			one copy is for retention by the station. with the remaining four to go to two different services.	25X1A6a 25X1X7
	25X1A8a	g.	SR A list of overtly available material on sur-	
	25X1X7		veillance was sent to Mr. for eventual use	25X1A9a
		h.	Guide to Instruction in Basic Tradecraft: Three hundred sixty-eight copies of this document have been distributed to interested CIA personnel since the Guide returned from Reproduction on 2 May.	25X1A

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#### C. <u>ADMINISTRATION</u>:

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Miss was stricken with a heart attack on 29 May. She is in and, although still in considerable pain, is somewhat improved. Indications are that she will remain in the hospital for the next two weeks.

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AO/OS cancelled the trip she and Miss had planned to Charleston, South Carolina, for this week. After two days at home, she could no longer resist and returned to the office today.

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Chief, JOT, is making available to this office until 1 July, an anthropology major named

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